

State Workforce Planning Task Force
Meeting Minutes
June 30, 2010
10:00 AM-1:00 PM

Members Present: Janet Kelly, Department of Administration; Amy Sassano, Office of Budget and Program Planning; Dore Schwinden, Department of Labor and Industry; Galen Hollenbaugh, Secretary of State's Office; Dick Clark, Department of Administration; Tom Livers, Department of Environmental Quality;

Members Absent: Jennifer Jensen, Department of Transportation; Darlene Staffeldt, Montana State Library; and Mike Ferriter, Department of Corrections; Tim Burton, Department of Justice; Christian Mackay, Department of Livestock; Alan Peura, Department of Revenue; Anna Whiting Sorrell, Department of Public Health and Human Services

Guests: Marty Roos, Joy Conquergood, Jody Stahl, Loraine Wodnik, Donna Hansen, Kathy Bramer, Charles Geary, Fran Viereck, Tom Antonick, Chris Blazer, James Fehr

Department of Administration Staff Present: Paula Stoll, Peggy Davis, Joe Schopfer, Bonnie Shoemaker, Terri DeGroat, John Pavao, and Rende Mackay

Facilitator: Chris Christensen

Minutes: Bonnie Shoemaker

Welcome: Janet Kelly called the meeting to order at 10:15 a.m., and welcomed members and guests. She turned the meeting over to Chris Christensen.

Meeting Purpose: Chris reviewed the agenda.

Minutes: The task force will review the meeting minutes from May 19 when they have a quorum.

Introductions: Task force members and guests introduced themselves.

Approval of Draft Vision and Goals: The task force reviewed the draft documents. They requested some modifications to the vision and goals document.

- Paula Stoll and her group will modify the draft documents as directed by the group. The group will review the documents for approval next meeting.

Report from the Recruitment and Selection Committee: Tom Livers presented a report from the Recruitment Selection Subcommittee. He distributed a schedule of events for the subcommittee. Paula Stoll will contact task force members about staffing a subcommittee to address retention issues.

Native American Focus Group Update: Paula Stoll introduced John Pavao, who presented the results of the Native American Focus Group. He handed out a summary from the focus group. The task force will receive a list of members on the focus group. The focus group may reconvene upon request.

2010 Market Analysis: Paula Stoll introduced Bonnie Shoemaker, who presented the 2010 Market Analysis using two handouts; the July Managing Montana newsletter and PowerPoint presentation notes. She also described an Interagency Pay Tool. The group requested a demonstration of tool. Paula Stoll will schedule the demonstration of the tool during a future meeting.

Public comments: No public comments

Meeting Wrap-Up: Chris Christensen summarized the results of the meeting.

- The group will review and approve the May and June meeting minutes when they have a quorum.
- The group will review and approve the State Human Resources' draft vision and goals document next meeting
- The ad hoc subcommittee group will report their progress next meeting
- Paula will contact task force members about staffing a subcommittee to address retention issues
- Chris turned the meeting over to Janet Kelly.

Closing: Janet Kelly closed the meeting by thanking everyone for attending. The meeting was adjourned at 12:13 pm.

The next meeting of the task force will be July 28, 2010, from 10:00 a.m. to 1:00 p.m., at the state capitol building, room 152, 1301 E 6th Avenue, Helena, Montana.